











Information Guide

2018



City of Green Bay **Department of Public Works**









City of Green Bay Department of Public Works

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DEPARTMENT OF PUBLIC WORKS

ENGINEERING DIVISION

The Engineering Division consists of the Project Development Division, Special Projects Division, Traffic Division, and a Right-of-Way Specialist. Project Development Division is responsible for all new street and utility projects, street and utility reconstruction projects and related functions. They also design, bid and perform construction management for all in-house designed Parks Department projects. The Special Projects Division is responsible for all projects related to City-owned structures and bridges. The Traffic Division is responsible for maintaining all existing traffic signals, designing new traffic signals, signage, pavement markings and all traffic related studies and reports. The Right-of-Way Specialist is responsible for right-of-way issues, including those which involve property acquisitions or transfers.

The Engineering Division is responsible for issuing Block Party Permits, Obstruction Permits, Excavation Permits, Single Trip Permits, Concrete Sidewalk Builders Licenses, Tree and Brush Trimmer Licenses and Air Rights Permits.

The Engineering Division also reviews and addresses resident complaints regarding public infrastructure. Complaints can be forwarded to the department through the City website or phone.

LOCAL ROADS CONSTRUCTION/RECONSTRUCTION PROGRAM

The concept development and design process for any street reconstruction project takes 2 to 3 years to complete. Prior to construction, a public information meeting is held to discuss the preliminary design of the reconstruction project. All abutting property owners are invited to the meeting. Prior to award of construction contracts, a public hearing is held to discuss any special assessments that may be related to the project.

ASPHALT RESURFACING

Asphalt resurfacing projects, which are generally less intensive than reconstruction projects, are programmed on a 3-year basis. Three years prior to construction, a list of eligible streets will be developed. The list of prospective streets will be discussed at a public meeting. The results of those discussions are reviewed by Engineering staff and the Improvement and Services Committee prior to finalizing the next year of the program. Establishing the program 3 years in advance allows a coordination of any necessary utility work as well as providing property owners the opportunity to plan for related assessments. A public hearing on special assessments will be held prior to the year of construction.

ENGINEERING PERMITS

BLOCK PARTY PERMIT

Block Party Permits are intended for 'direct' use with neighborhood activities within street right-of-way (i.e., block parties, kids' carnivals, neighborhood kids' parade, or other private non-profit organized events directly associated with that neighborhood). They are not intended to facilitate the closure of a street for any other purpose. Please be advised that block parties cannot be held on any arterial street (heavy traffic route) or on a commercialized street as determined by the City Traffic Engineer. If your event requires a Block Party Permit, you may obtain one in our office or print a copy of the Block Party Form located on our webpage. Bring it to our office for approval at least 48 hours prior to street closure.

BLOCK PARTY PERMIT (continued)

When filling out the form, note these few simple instructions:

- Provide all information neatly and legibly.
- Secure the name, address, and signature of each household affected by the requested closure.
 - Signature is required only if that household's driveway will be within the closure.
 - If a lot is vacant or the residents will be gone, note on form. A ruling will be made by the permit authorizer.
- Plan to pick up official (orange & white striped) City barricades that must be used to block off street(s).
 - A \$50.00* (cash or check only) deposit is required for rental of the barricades and will be refunded when the barricades are returned within 48 hours of Block Party date.
 - Be advised that if barricades are not returned within the 48 hour time period, an invoice for the <u>full</u> cost of the rented barricades will be invoiced to the applicant. Repair and replacement cost of barricades returned damaged will also be invoiced to the applicant.

TEMPORARY RIGHT-OF-WAY OBSTRUCTION PERMIT

A Temporary Right-of-Way Obstruction Permit is required when someone needs to obstruct any part of the City right-of-way (public roadway, highway, street, bicycle lane, and public sidewalk). Several examples are the replacement of a sidewalk, parking a trailer or moving truck in front of a residence/business, delivery of materials, or in conjunction with an Excavation Permit.

The individual obstructing the right-of-way must appear in the Public Works Office to obtain this free permit. Department of Public Works staff will review the application and may require modifications to the Obstruction Permit prior to approval. The permit is subject to revocation if unfavorable traffic conditions develop during the period that obstruction is permitted, or if incorrect/improper traffic control devices are used. Application approval by the City may take up to 7 days to complete.

EXCAVATION PERMIT

An Excavation Permit is required when someone (mainly a contractor) needs to excavate (dig into or in any way remove or physically disturb or penetrate) any part of the City right-of-way. There is a fee for this permit which is determined on the size of the excavation and this is needed in conjunction with a Temporary Right-of-Way Obstruction Permit.

The individual/contractor excavating the right-of-way must appear in the Public Works Office to obtain a permit. Department of Public Works staff will review the application and may require modifications to the Excavation Permit prior to approval. Application approval by the City may take up to 7 days to complete.

Please note that proper bonding & insurance are needed to be on file with our Risk Department prior to obtaining a permit. For more information, please call our Department or see the Green Bay Municipal Code 9.21(2) on our website at www.greenbaywi.gov/law/ordinances.

SINGLE TRIP APPLICATION (OVERSIZE/OVERWEIGHT) PERMIT

A Single Trip Application/Permit, also known as an Oversize-Overweight Application/Permit, is required for any load transported on any street within the City limits of Green Bay which exceeds statutory weight or dimension limits, even if another permit such as a State or County permit has already been issued. By granting this permit, the applicant is given permission to transport an oversize-overweight load on the designated route under the restrictions set forth on the permit document.

SINGLE TRIP APPLICATION (OVERSIZE/OVERWEIGHT) PERMIT (continued)

Instructions for a Single Trip Application/Permit:

Prior to approval of any permit, it is the responsibility of the applicant to:

- Propose a route through the City of Green Bay on the application.
- Arrange and pay all costs for temporary removal of obstructions along the approved route which will impede safe and expedient movement of the load through the City Obstructions include but are not limited to street signs, traffic signal equipment, street lights, sign bridges, overhead communication/phone cables, fiber optic cables, cable television wires, overhead power lines, and trees/foliage.
- Provide complete and correct information on the permit application form.
- Submit a legible profile drawing of the load/vehicle/trailer assembly identifying all axle spacing and axle loading information, if requested.
- Maintain a current insurance certificate with the City of Green Bay Risk Management Department.
- Keep a copy of the approved permit in the cab of the towing vehicle during all times of transport.
- Adhere to the route approved on the permit.
- Abide by all other restrictions placed on the move as noted on the permit.

All Single Trip Applications/Permits shall be completed and submitted to the DPW–Traffic Division for approval <u>at least 3</u> <u>working days prior to the requested move date</u>. Information requested on the permit application form shall be provided for every load, regardless of the complexity of the load. If the load being transported is a structure, the City of Green Bay reserves the right to view the structure on dollies or other means of transport prior to approving the permit. This permit may be extended 1 time by permission of the City of Green Bay with at least 2 working days advance notice.

ENGINEERING LICENSES

CONCRETE SIDEWALK BUILDER'S LICENSE

An annual Concrete Sidewalk Builder's License is required of a business or person who wishes to construct or reconstruct any sidewalk within public right-of-way in the City of Green Bay as stated in Section 9.25, Green Bay Municipal Code. Application forms can be printed from our website, faxed, or obtained in person from the City Clerk's Office located at 100 N Jefferson, Room 106. **Application approval by the City may take up to 3 or more weeks to complete.**

The process for approval of the application is as follows:

- 1. City Clerk refers application to the City Council's Improvement & Service Committee
- 2. Department of Public Works makes a recommendation to Improvement & Service Committee whether to approve based on concrete flatwork experience
- Risk Management Office reviews bond and certificate of insurance for proper coverage
- 4. License is mailed to applicant from the City Clerk's Office. A license is current from date Contractor receives license until the next April 1 (per City Ordinances)

The following is the procedure to obtain a City of Green Bay Concrete Sidewalk Builder's License:

- Submit the completed application form and \$25* fee (cash or check no credit cards) to the City Clerk's Office
- Submit a \$2,000 surety or license & permit bond and a certificate of insurance with evidence of \$1,000,000 comprehensive general liability to the Risk Management Office
- Purchase or create a concrete stamp. The stamp must bear your business name and the current year
 - Bring the concrete stamp for review to the Department of Public Works Office
 - Mail, fax or send a list of completed concrete flatwork for references mentioning who and what it is for to the Department of Public Works Office (submit if first-time applicant only)

CONCRETE SIDEWALK BUILDER'S LICENSE (continued)

After you obtain your license you must:

- Come to the Department of Public Works Office each and every time you do work in the City to:
 - Obtain a free Sidewalk Grade Permit when you construct or reconstruct any sidewalk in the right-of-way, this will show the sidewalk grade for that specific address/location
 - Obtain a free Obstruction Permit since you will be obstructing the sidewalk and may occupy any other part of right-of-way (sidewalk, curb, gutter, parking or traffic lanes)
 - Please make sure you have each property address and date(s) of work
- Barricade the work area in compliance with the <u>Traffic Control Manual for Street Construction and Maintenance</u> <u>Operation in the City of Green Bay</u>, which is issued by the Department of Public Works

Concrete debris or broken concrete from reconstruction is the responsibility of the licensee and must be removed by the licensee. The City does not and will not collect this material.

*Please note that this license is ONLY valid for sidewalk building/reconstruction. If you must do work in any other part of the City right-of-way such as the apron, curb, or road, you must obtain an Excavation Permit. See page 4 for more information.

TREE AND BRUSH TRIMMER LICENSE

An annual Tree and Brush Trimmer's License is required of a business or person who wishes to trim, cut or grind trees, branches, brush, leaves, stumps, or roots within private property in the City of Green Bay limits. Application forms can be printed from our website, faxed, or obtained in person from the City Clerk's Office. **Application approval by the City may take up to 3 or more weeks to complete.**

The process for approval of the application is as follows:

- 1. City Clerk refers application to the City Council's Improvement & Service Committee
- 2. Department of Public Works makes a recommendation to Improvement & Service Committee
- Risk Management Office reviews bond and certificate of insurance for proper coverage
- 4. License is mailed to applicant from the City Clerk's Office. A license is current from date you receive your license until the next February 1 (per City Ordinances).

The following is the procedure to obtain a City of Green Bay Tree and Brush Trimmer's License:

- Submit the completed application form and \$25* fee (cash or check no credit cards) to the City Clerk's Office
- Submit a \$1,000 cash or performance bond to the Risk Management Office

After you obtain your license you must:

- Come to the Department of Public Works each time with an address in the City where you are doing work that will be
 obstructing the right-of-way (sidewalk, curb, gutter, parking or traffic lanes) to obtain a free Obstruction Permit
- Barricade the work area in compliance with the <u>Traffic Control Manual for Street Construction and Maintenance</u> <u>Operation in the City of Green Bay</u>, which is issued by the Department of Public Works

Tree, branch, brush, stump, leaf, root, chip or mulch debris is the responsibility of the licensee and must be removed by the licensee. The City does not and will not collect this material. Contractors are not allowed to use the City yard waste sites, search in Yellow Pages for disposal.

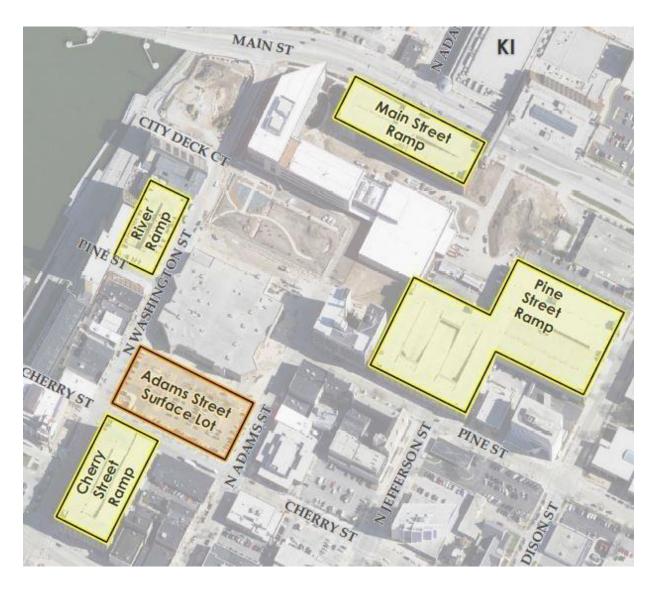
PARKING DIVISION

The Parking Division provides parking spaces for daily users of downtown facilities requiring extended parking services, as well as short-term parking for shoppers and visitors to the downtown area. In addition, the department enforces both onstreet and off-street parking ordinances 24 hours a day and collects revenues from parking meters. The Parking Division maintains and operates 4 parking ramps with over 3,400 parking spaces, and 1 off-street parking facility (Adams Street Lot). In addition, this division monitors various lots as well as over 700 metered stalls in and adjacent to the downtown area.

DOWNTOWN PARKING

Parking Division maintains and operates 4 parking ramps downtown and 1 surface lot:

NAME	LOCATION	HEIGHT RESTRICTION	PARKING STALLS
Adams Street Lot	201 N Adams Street	N/A	123 (metered)
Cherry Street Ramp	202 Cherry Street	7"	801 (hourly)
Main Street Ramp	300 Main Street	7"	681 (hourly)
Pine Street Ramp	333 Pine Street	6'9"	1,845 (hourly)
River Ramp .	301 N Washington Street	7"	161 (metered)



Parking Ramps and Adams Street Lot sole purpose is parking vehicles, citations may apply for:

- Loitering
- Possession or consumption of drugs or alcoholic beverages
- Skateboarding, long boarding, in-line skating
- Using facilities to exercise

THINGS TO KNOW

In July 2017, all parking ramps were automated, cashiers are no longer on-site. Here are some things to remember when using parking ramps downtown:

- Entrance and exit gates are operational 24/7
- CASH customers must pay at a PAY STATION prior to exit; NO CASH IN EXIT LANES
- If entry ticket is lost; **PRESS LOST TICKET BUTTON**; full day rates will apply
- Cameras and intercoms are available for customer service and HELP
- Parking is staffed 24/7/360 (Parking Division is not staffed on major holidays)
- PARKING FEES = \$0.75*/hour; FIRST HOUR FREE
- **FEES =** Charged 6 a.m. to 6 p.m. on weekdays (Fee periods are subject to change during 2018)
- **NO-CHARGE PARKING** = currently available on weeknights after 6 p.m.; and all day Saturdays, Sundays and Holidays (No-charge periods are subject to change during 2018)
 - During no-charge periods, drivers must still PULL ENTRANCE TICKET; and scan this ticket at exit for gates to work

HOW TO PAY FOR DOWNTOWN PARKING

OPTION 1: FAST EXIT

- 1. At entry, press button for entry ticket
- 2. Park and exit vehicle; TAKE THE ENTRY TICKET WITH YOU
- 3. Prior to returning to your vehicle to exit ramp, visit a PAY STATION and follow instructions
 - a. Pay with cash/coin; \$20 max bill accepted; all change returned in coin dollars/quarters
 - b. Dispose of entry ticket; take PAID chaser ticket
 - c. Return immediately to vehicle and EXIT FACILITY WITHIN 15 MINUTES. After 15 minutes, exit validation will expire.
- 4. Scan the paid chaser ticket at exit station (gate will raise)

OPTION 2: FASTEST EXIT

- 1. At entry, press button for entry ticket
- 2. At exit, scan entry ticket and insert credit card (gates will raise)

PARKING IN THE DOWNTOWN AREA

Brown County:

- **Library**: Library lot meters, on-street meters, or Pine Street Ramp (extended stay)
- Courthouse: On-street meters or Cherry Street Ramp
- Sophie Beaumont Building: On-street meters, Pine Street Ramp, or Cherry Street Ramp
- Northern Building: On-street meters or Cherry Street Ramp

Children's Museum: On-street meters, Adams Lot, or River Ramp meters (citations issued in reserved/permit stalls)

CityDeck: On-street meters, Adams Street Lot, Cherry Street Ramp, or River Ramp

City Hall: City Hall Lot meters (do not park in reserved stalls; citations issued), Pine Street Ramp, or Cherry Street Ramp

Federal Courthouse: On-street meters or Cherry Street Ramp

PARKING IN THE DOWNTOWN AREA (continued)

Hampton Inn: Overflow guests park at Main Street Ramp **Hyatt Hotel**: Overflow guests park at Main Street Ramp

KI Convention Center: Main Street Ramp or overflow to Pine Street Ramp **Meyer Theatre**: Cherry Street Ramp, Adams Street Lot, or on-street meters

Northland Hotel: Pine Street Ramp

Washington Street Businesses: On-street meters, Adams Lot, or Cherry Street Ramp

PARKING METERS

Parking Division has over 700 single space meters with a rate of \$0.85 per hour (2018 rate); read decal on meter to determine maximum parking time limit and hours of operation. Meters can be paid using:

- Nickel/dime/quarters (pennies are not accepted), <u>OR</u>
- 2. Using free parking app: **Passport Parking**, **Inc.** (Parking Division's pay-by-phone vendor)
 - Download free app at https://ppprk.com/park/ or go to Google Play & Apple App Stores
 - Passport sends text message alerts 3 minutes prior to meter expiration; listen for car horn "toot" on phone
 - Passport can e-mail receipts upon request
 - Passport does not allow for remote extension of time at individual parking meters
 - Nominal service fees apply
 - **NOTE:** The meter will show **EXPIRED**; However, Enforcement Officers issue citations based on App status
- 3. Meters are intended for short-term parking; extended stay parkers should use parking ramps; ramps also have a lower parking rate
- 4. City ordinance prohibits "re-plugging" meters after the time limit has been reached
- 5. You must leave a parking space when the meter's posted time limit has been reached
- 6. Vehicles parked longer than the posted time limit are subject to citations

RENT A METER HOOD

- Meters can be hooded for a rate of \$10.00* per hood per day; qualifying reasons to request meter hoods are: construction, moving vehicle, oversize vehicle, or street emergencies/repairs; 48 hour advance notice required
- Meter hood requests must be made in person at the Parking Division Office; requestor must provide meter number(s) to be hooded.
 - Hoods are not rented for daily employee/construction worker parking or delivery vehicles

REPORT A MALFUNCTIONING METER

- Report a malfunctioned meter to the Parking Division Office with the following information:
 - The meter number (displayed on meter)
 - Note what happened when coins were deposited (short time, no time, etc.)
- If you received a ticket at a meter that you feel was malfunctioning:
 - Call the Parking Division Office within 2 working days after your initial call for status of meter
 - Citations will only be voided **if** a meter malfunction is verified (see section titled "Contest Citations")

ADAMS STREET PARKING LOT

- 1. Park your vehicle, REMEMBER YOUR STALL NUMBER
- 2. Pay immediately at either:
 - One of the 2 pay station kiosks in the lot
 - Input stall number, and duration you wish to remain parked in Adams Street Lot
 - 1. Pay in advance with credit card, **OR**
 - 2. Pay in advance with cash/coin (use correct change; no refunds for overpayment)

OR

Using free parking app: Passport Parking, Inc. (Parking Division's pay-by-phone vendor)

- Download free app at https://ppprk.com/park/ or go to Google Play & Apple App Stores
- Passport sends text message alerts 3 minutes prior to meter expiration; listen for car horn "toot" on phone
- Passport can e-mail receipts upon request
- Passport DOES allow for remote extension of time in the Adams Street Lot
- Nominal service fees apply

DOWNTOWN DELIVERIES & LOADING ZONES

Downtown zones are signed and enforced for the safety of downtown residents, workers and guests. Parking Division strictly enforces **NO STOPPING OR STANDING zones = no idling of vehicles**, **no loading/unloading of vehicles** Vehicles will be cited when found parking:

- Blocking alleys for any length of time (<u>this is a towable offense</u>)
- CityDeck Court: NO PARKING zone on the south side of the street
- 100 block Pine Street: NO STOPPING OR STANDING zones OR blocking access to alley (towable offense)
- 100 block Cherry Street: NO STOPPING OR STANDING zones OR blocking access to alley (towable offense)
- North Washington Street: drive lanes or NO PARKING zones

Approved delivery zones *; vehicle operators must be ACTIVELY loading/unloading, and clear the zone as soon as they are done with their business:

- 100 block of North Washington Street, WEST side of the street
- 300 block of North Washington Street, WEST side of the street
- 200 block Cherry Street, NORTH side of the street
- Businesses must consider altering delivery times to avoid congestion

* For a map of approved delivery zones

http://greenbaywi.gov/publicworks/downtown-loading-zones/

PARKING ORDINANCES (ABBREVIATED GUIDE)

\$15* FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:

- Exceeding time limit 29.202(1)
- Parked at an expired meter 29.202(2)
- Parked in a loading zone 29.202(3)
- Failure to pay public parking fees 29.202(4)

\$25* FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:

- Parked within 4 feet of a driveway (public or private) 29.203(10)
- Parked within 15 feet of a crosswalk 29.203(6)
- Parked within 15 feet of safety zone 29.203(8)
- Parked within 50 feet of a railroad crossing 29.203(4)
- Parked blocking an egress 29.203(15)
- Parked in a bus loading zone 29.203(2)
- Parked contrary to sign 29.203(17)
- Parked at a hooded meter 29.203(19)
- Improper parallel parking 29.203(5)
- Parked in an intersection 29.203(7)
- Parked in a narrow thoroughfare 29.203(3)
- Parked overnight on a City street without permission 3:00 AM-5:00 AM DAILY 29.203(12)
- Parked in a no parking anytime zone 29.203(1)
- Parked outside designated space 29.203(18)
- Parked in a residential parking district without a permit or permission 29.203(13)
- Parked in a school zone 29.203(9)
- Parked in a setback area 29.203(16) NO PARKING ON GRASS
- Parked on the sidewalk or terrace area 29.203(11) DO NOT BLOCK SIDEWALKS
- Parked during street maintenance or snow removal area 29.203(14)

\$35* FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:

- Parked within 10 feet of a fire hydrant 29.204(1)
- Abandoned vehicle 29.510
- Parked obstructing curb ramp 29.204(3)
- Parked in prohibited ramp spaces 29.202(5)
- Parked on a City roadway during a snow emergency 29.204(4)
- Parked in a Tow Away Zone 29.204(2) (NO STOPPING/NO STANDING) IDLING and/or LOADING/UNLOADING PROHIBITED
- Trespass Parking Parked in private property 29.204(5)
- Parked without consent 29.204(6)

\$100* FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:

Heavy vehicle night parking 3:00 AM-5:00 AM daily 29.205(1)

\$150* FINE ISSUED FOR THE FOLLOWING ORDINANCE VIOLATIONS:

Parked in a disabled space without a valid permit 29.206(1)

*PARKING RATES ARE SUBJECT TO CHANGE

OVERNIGHT PARKING

City of Green Bay Ordinance 29.203(12) prohibits parking ON ALL STREETS between 3:00 A.M. and 5:00 A.M. daily. Signs stating such are posted on streets entering the City of Green Bay.

OVERNIGHT ON-STREET PARKING IS <u>NOT ALLOWED</u> FOR APARTMENTS, BUSINESSES, MULTI-FAMILY UNITS OR OTHER COMMERCIAL PROPERTIES.

The City of Green Bay Parking Division may grant on-street parking between the hours of 3:00 A.M. and 5:00 A.M. in certain exceptional instances; namely, lot/driveway construction, house guests or other emergency situations for occurrences of up to two (2) consecutive calendar weeks, up to six (6) non-concurrent occurrences per calendar year per residence (not per vehicle). Overnight on-street vehicles can ONLY be parked in front of your own residence. A field review and/or documentation may be required. Night parking permission is not a long-term or permanent solution for limited driveway and/or garage parking. Regulations for overnight on-street parking approval are:

- Prior approval is required for each day the vehicle will be parked on the street between 3:00 A.M. and 5:00 A.M. for occurrences of up to two (2) calendar weeks, up to six (6) non-concurrent occurrences per calendar year.
- Night parking is allowed ONLY in front of a resident's own home, which includes single family dwellings and duplexes. It is not allowed on a side street or in front of a neighbor's house.
- Night parking IS NOT ALLOWED for commercial/business properties such as apartment complexes.
- Night parking IS NOT ALLOWED on arterial streets (heavily traveled) and/or in restricted parking zones (except for Residential Parking by Permit Districts).
- Night parking IS NOT ALLOWED DURING SNOW EMERGENCIES when all vehicles MUST be removed from all City streets to allow safe and efficient snow plowing services.
- Approval for a disabled vehicle will only be granted for up to 48 hours.

Call Parking Division after hour's number, 920-448-3438, for automated night parking permission or visit our website at www.greenbaywi.gov/publicworks/parking. Your call or email MUST be received **BEFORE** 2:00 A.M. on the day of your request for overnight on-street parking

SNOW EMERGENCIES

When significant snowfall and/or high winds are expected, the City will issue a SNOW EMERGENCY through local media outlets. During a snow emergency the following restrictions apply:

- 1. No vehicle will be allowed to park on any street until the snow emergency has expired, this includes metered parking areas, loading zones, delivery zones, school zones, etc.
- 2. Overnight on-street parking will not be granted during the snow emergency
- 3. Previously-approved night parking requests are suspended during a snow emergency
 - 4. Vehicles found parking on-street during the snow emergency will be ticketed and towed at the owner's expense

DISABLED PERSON PARKING

Parking Division follows the guidelines set forth under the federal government's American with Disabilities Act (ADA). To review the entire ADA Amendment, visit their web page at http://www.ada.gov/. If you fail to display a State issued handicap parking permit and receive a citation: bring citation, handicap parking permit, and photo ID to the Parking Division Office. Upon verification that the handicap parking permit is valid and legitimately used, Parking Division will waive **ONE (1)** citation per calendar year per disabled person; an administrative fee of \$10.00 applies for all subsequent occurrences.

SCHOOL PARKING

The safety of students/children on streets around schools (both public and private) is of utmost concern to the City of Green Bay. Parking Division and Green Bay Police Department enforce parking zones around schools daily. If you have a concern to report or request enforcement at a particular school please contact the Parking Division. To alert drivers, individual school staff may place orange traffic cones to guide and prohibit vehicles.

CITATIONS APPLY IN SCHOOL ZONES:

- If you park and exit your vehicle in a NO PARKING ZONE
- If you load/unload children from:
 - Vehicles stopped in live traffic lanes
 - No Stopping or Standing zones (no idling, no loading/unloading, no parking)
 - Within 4 feet of a driveway or blocking a driveway
 - Within 10 feet of either side of a fire hydrant
 - Within 15 feet of a crosswalk or blocking a crosswalk
 - Within 15 feet of an intersection or blocking an intersection
 - Bus loading zones

If you must walk your child to the school door, please park responsibly. It will take extra time, but parents must set the safety example for students/children.

PAYING PARKING CITATIONS

<u>PAY CITATIONS PROMPTLY</u> Late fees are added to the face value of the citation after five (5) business days, and again after twenty (20) business days of issuance. Citations not paid within thirty (30) calendar days of issuance are reported to the Wisconsin Department of Transportation (DOT) Department of Motor Vehicles (DMV) to suspend vehicle registration. Registration suspension on one vehicle also refuses registration to other vehicles you own or plan to register. An additional \$10.00* fee is assessed by the DOT for the suspension process. Parking citations can be paid as follows:

- Pay in the Parking Division Office (if paying by debit or credit card, additional fees apply)
- Pay using our service, **GovPayNow**, either by phone with credit card (additional fees apply). Please make sure to call our office to verify the amount you owe & to see if license has been suspended. Pay location code: 2035
 - o Phone: 1-888-604-7888
 - Online: www.govpaynow.com
- Pay on our City Website if citation is **less than** 30 days old (additional fees apply) at http://parking.ci.green-bay.wi.us/citations.asp. You will need the following information:
 - License Plate Number
 - State your License Plate is registered in
 - Ticket Number
- Pay by mail (send check or money order, DO NOT send cash)

CONTEST A CITATION

Parking citations cannot be contested after thirty (30) days from the date of issue. Parking citations can be contested as follows:

- 1. The registered owner of the vehicle must appear in person at the Parking Division Office with a photo ID to complete necessary paperwork.
- 2. Parking Division will notify the registered owner of date/time they must appear at Green Bay Municipal Court.
- 3. The citation fine amount will be frozen at the current amount.
- 4. If you fail to appear in Court, you will automatically be found guilty, and court costs will be added.

OPERATIONS – SEWER AND BRIDGE SECTION

SEWER SECTION

The Sewer Section maintains the 466 miles of sanitary sewers and 516 miles of storm sewers in the City. The Sewer Section addresses the following problems occurring within the public right-of-way: catch basin or storm inlet problems; steaming frozen mini-sewers, frozen or plugged culvert drainage pipes; blocked conservancy outfall pipes; surface flooding due to spring runoff or a heavy rain event threatening damage; and repairs of holes that may develop near sewer structures. Any problem of these types should be reported to the emergency phone number.

The Sewer Section maintains a coin operated Recreational Vehicle Sanitary Disposal Station located at 2115 North Irwin Avenue (3 minutes pumping for 4 quarters). This station is open from approximately the 15th of April through the 1st of November, weather permitting.

BRIDGE SECTION

The City operates the 3 lift span bridges across the Fox River during the shipping season that usually extends from the 1st of April until the 1st of December.

Bridge Hours – Except on Sundays and holidays (Memorial Day, July 4th, Labor Day and Thanksgiving), the bridges will not be required to open from 7:00 a.m. to 8:00 a.m.; from 12:00 noon to 1:00 p.m.; and from 4:00 p.m. to 5:00 p.m.; provided that the draws shall be opened promptly at all times for the passage of vessels carrying United States mail, vessels belonging to the United States, vessels of 300 short tons or over-cargo capacity engaging in commercial transportation and their attendant towing tugs and tugs of fireboats when responding to emergency calls.

There may be special port closures for events such as Festival Foods' Fire over the Fox (fireworks) on the 4th of July when no lifts shall occur.

Problems with any of the 22 fixed span bridges and the 5 pedestrian bridges should be reported to Department of Public Works.

SEWER BACKUPS

GENERAL INFORMATION

A sewer backup creates a stressful and emotional situation for the homeowner/resident. In some cases it may cause health and safety concerns as well as property loss. A proper response to a sewer backup can greatly minimize property damage and diminish the threat of illness.

The City of Green Bay makes every effort to be responsive to a resident's needs and concerns when a sewer backup occurs in their 466 miles of sanitary sewer line. The City has sewer crews whose sole duty is to inspect, clean and maintain sewers on a daily basis. They are available on a 7-day a week, 24-hour a day basis to minimize the possibility of sewer problems. Unfortunately, because a sewer is not a closed system, many things put into the sewer can clog both the City's sanitary sewer system and the private sanitary lateral. Other factors can cause backups as well, such as tree roots, which can grow into and obstruct the system.

CONTACT INFORMATION

If you experience a sewer problem call the City of Green Bay Department of Public Works and report the issue. Back up of sewage into your basement, back-up of sewer lines, lines that are broken, sewage odors and overflowing manholes are considered an emergency.

DON'T RUN ANY WATER DOWN YOUR DRAINS UNTIL THE BLOCKAGE HAS BEEN CLEARED.

The owner of the property is responsible for maintaining and cleaning the private sewer lateral from the building or home to the City's sewer main, including the connection on the sewer main. If the problem is in the private sewer lateral, the homeowner or business is responsible for correcting the problem. Locating the lateral is also the responsibility of the property owner. The City of Green Bay Department of Public Works has records of most lateral locations; please contact the office for more information. Several plumbers also have special locating equipment, which can be helpful. If there is sewage backing up into your basement, do not run any water down your drains until the blockage has been cleared. If the problem is in the private sewer lateral, you will need to call a plumber or sewer/drain cleaning service or contractor. The City of Green Bay cannot make a recommendation. It may be in your best interest to obtain several estimates, check references, and see if there are any past issues with this company.

REMEMBER TO CALL THE CITY OF GREEN BAY FIRST before calling a plumber. The City will check the sewer main and inform you of the findings. If the problem is not the City main, you will be advised to contact a plumber or sewer/drain cleaning service.

WHAT CAUSES A SEWER BACK UP

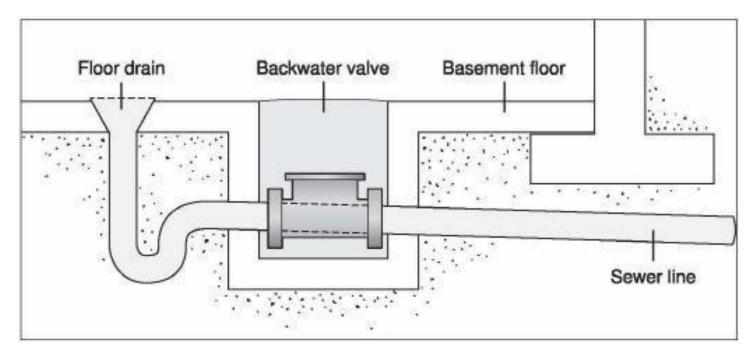
More often than not, the cause of a backup in your lateral or City sewer main is from items that the lines are not meant to handle, such as kid's toys, clothing, towels, rags, diapers, paper products (other than toilet paper). Items you flush down your toilet may not affect you, but it might cause problems for your neighbors! Other possible causes could be roots or grease in the sewer lateral or main. Discharging sump pump or clear water into your basement floor drains or other facilities that discharge to the sanitary sewer is also prohibited. The sanitary sewer main is only sized to handle domestic waste flows not storm water or clear water. Storm water and clear water is supposed to drain to storm sewers. Old laterals may become fragile and brittle which could fail and cause blockages of debris or ground water into the private lateral. The private lateral is the responsibility of the owner of the property from the house to the sewer within the street. Leaves, sticks, rocks, bricks and trash are sometimes found down manholes and can also cause a backup.

WAYS TO PREVENT SEWER BACKUPS

The property owner can do many things to prevent their lateral from backing up and to help prevent backups in the City main as well. Following proper disposal methods for certain products would make our system more efficient, cause fewer backups, cost us less money, and prevent a great deal of misery.

Grease: Cooking oil should be poured into a heat-resistant container and disposed of after it cools off, not in the
drain or down the toilet. Some people assume that washing grease down the drain with hot water is satisfactory.
This grease goes down the drain, cools off, and solidifies either in the drain, the property owner's lateral or in the
City's main sewer. When this happens, the line constricts, and eventually clogs.

- Paper products: Paper towels, disposable and cloth diapers, wet wipes, and feminine products cause a great deal
 of problems in the property owner's lateral as well as the City main. These products do not deteriorate quickly, as
 does the bathroom tissue. They become lodged in portions of the lateral or main, causing sewer backups. These
 products should be disposed of in the garbage.
- Roots: Shrubs and trees seeking moisture will make their way into sewer lines. These roots can cause extensive damage. They may start out small, getting into a small crack in the pipe but as the tree or shrub continues to grow, so does the root. After time, this causes sewer lines to break, which in turn allows debris to hang up in the line causing a backup. If you have continuing problems with tree roots in your lateral, you may have to have them cut out periodically, chemically treat the roots or replace the lateral or sewer main.
- Sewer odors: Another concern that property owners have is that they can smell sewer odors inside their house or building. There are many ways to prevent this from occurring. Under each drain in your plumbing system is a "P-Trap". If there is water in the P-Trap, odors or gasses from the sewer cannot enter through the drain from either the property owner's lateral or the City main. Periodically, check to make sure that unused floor drains, sinks, etc. have water in the P-Trap. Another way to prevent sewer odor is to ensure that the vents, which are located on your roof, are free from birds' nests, leaves, etc. When these vents are clear, the sewer odor will escape through these vents.
- **Illegal plumbing connections:** Do not connect French drains, sump pumps and other flood control systems to your sanitary sewer. It is illegal, and debris and silt will clog your line. Consult a plumber to correct connections.
- Install and maintain a backwater prevention valve: A backwater valve can prevent or greatly reduce the possibility of a sewer backup. A backwater valve is a fixture installed into a sewer line, and sometimes into a drain line in the basement of your building to prevent sewer backflows. A property installed and maintained backwater valve works on a one way system where sewage can go out, but cannot come back in. Property owners are responsible for the installation and maintenance of backwater valves. The cost to install one is dependent upon the type of plumbing in your home and the difficulty of installation. A qualified plumber can assist you in determining your needs.



FREQUENTLY ASKED QUESTIONS:

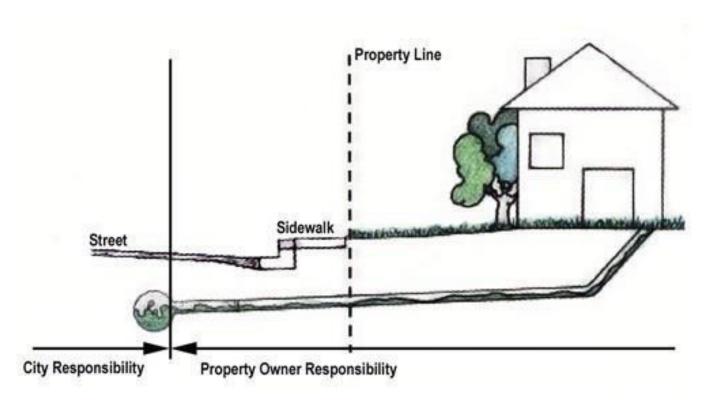
- Q: What is the City's responsibility regarding private sewer laterals?
- A: The property owner is fully responsible for maintaining adequate sewage flow to and through the sewer lateral, from the property structure to and into the City's sewer main. When failure or stoppage of a sewer lateral occurs, the City crews will respond only to check the City's sewer main to verify that the main is open and sewage is flowing. If the sewer main is found to be clear, it is the responsibility of the property owner to call a licensed plumber or drain cleaning service to correct the problem.
- Q: Is there a charge if I call the City's Department of Public Works Sewer Section about a sewer backup and it is determined that there is not a problem with the public sewer?
- A: There is no charge by the City whether there is a problem found with the public sewer or not.
- Q.: I had a sewer back up, do you have any suggestions for clean up after?
- A: When sewers back up into homes, the damaged area must be thoroughly cleaned and disinfected to reduce the risk of disease. The first step is to put on protective clothing such as waterproof boots, gloves, eye protection and clothes that are either washable or disposable. A dust mask should be worn when cleaning to avoid breathing airborne microorganisms.

Note: This information was compiled from various state and local health agencies. Although this outline may be sufficient for your needs, contact your local health agency for further suggestions.

- If there is standing water or a rotten egg smell, do not enter your basement or remain near the overflow. Wait for it to flow down the floor drain if possible. Hydrogen sulfide gas can be present which is poisonous in high concentrations.
- Do not use any electrical equipment while standing in water.
- Wet-vacuum to remove spillage. Drain wet-vacuum and contaminated mop water into a sink or toilet and flush when the sewer is clear.
- Clean all water soaked surfaces, furnishings and contaminated items until properly cleaned and sanitized. Disinfect
 plumbing fixtures before resuming normal use. A mixture of one-quarter cup chlorine bleach in one gallon of water
 is an effective and readily available cleaning solution.
- DO NOT MIX BLEACH WITH AMMONIA. THIS PRODUCES POISONOUS GAS.
- Ventilate the area with floor fans, dehumidifiers, and window air conditioner to properly dry area. Whole house air conditioners or furnace blowers should be used only if the air ducts were not impacted by standing wastewater.
- Do not use heat to dry closed building interiors; mildew and expanded water damage may result.
- Do not drain sewer water into sump pump or onto the ground. This will send the untreated waste water directly to our local waterways.
- Do not attempt to stop the flow of sewer backup water through any drains. Any added obstruction could cause serious damage to your household drainage system.

LATERAL OR MAIN LINE

A sewer lateral or house lateral is the pipeline between the house or building that flows into the City's sanitary sewer main which is usually located in the street. The sewer lateral is owned and maintained by the property owner including any part, which may extend into the street or public right-of-way all the way to the City's sewer main.



THE DIFFERENCE BETWEEN SANITARY & STORM SEWERS

The "storm sewer" is a system designed to carry rainfall runoff and other drainage but not sewage. The runoff is carried in underground pipes or open ditches and discharges (untreated) into streams or other surface water bodies. The storm inlets (catch basins) to this system may be found in curbs and low-lying outdoor areas.

Disposal of chemicals or hazardous substances via the storm sewer system is not only illegal but damages the environment. Pollutants that get into storm drains can poison fish, birds, and other wildlife, and can find their way into drinking water supplies. In addition, silt, litter, and organic matter (branches, clippings, etc.) can clog storm drains and cause flooding.

A sewer is a sewer, right? Anything poured down a drain goes to a wastewater treatment plant, right? **WRONG!** It's important to understand the difference between sanitary sewers and storm sewers so we can prevent unnecessary environmental damage and help the City comply with State and Federal requirements.

The "sanitary sewer" is a system of underground pipes that carries sewage from bathrooms, sinks, kitchens, and other plumbing components to the wastewater treatment plant. Wastewater from the City leaves through many discharge points that connect to the City sewer system and are monitored by the local sanitary sewer authority.

PROTECTING OUR WATERWAYS

By making simple changes in our lives, each one of us can take part in restoring our waterways for future generations to enjoy. Here are a few voluntary cooperative efforts that you could participate in your own neighborhood.

STORM WATER AWARENESS

What is storm water?

Storm water is rainfall or snowmelt that runs off surfaces such as rooftops, roads and sidewalks. As the storm water runoff moves, it picks up and carries away natural and man-made pollutants. Eventually, the runoff deposits the pollutants into our waterways.

Common storm water pollutants:

Motor Oil



Animal Waste



Antifreeze/Chemicals





Soaps & Detergents



Fertilizer/Pesticides



Yard Waste & Dirt





STORM INLET MARKING

The Public Works Department is asking residents to participate in the "Storm Inlet Marking". This voluntary cooperative effort involves labeling storm inlets (catch basins) with a marker educating residents not to dump pollutants into the inlet. The message, "**No Dumping, Drains to Waterways**" is a simple phrase to remind those passing by that the storm inlets (catch basins) connect to local waterways and that dumping will pollute the waters.

ADOPT-A-STORM INLET

The Public Works Department is asking residents to participate in "Adopt-A-Storm-Inlet". This voluntary cooperative effort asks residents who have a storm inlet (catch basin) in front of their house to make sure they are cleaned off and unobstructed. Residents will be asked to do three things:

- 1. Remove debris from inlet
- 2. Clear snow and ice from inlet
- 3. Mark and adopt an inlet

ADOPT-A-POND

The "Adopt-A-Pond" suggestion is being promoted and conducted as an entirely voluntary cooperative effort between residents, community groups, business owners, etc. and the City of Green Bay. With guidance from City staff, your group will have opportunities to promote better water quality in their backyard/neighborhood pond or wetland.

ADOPT-A-CREEK

The "Adopt-A-Creek" suggestion is an entirely voluntary cooperative effort empowering community members to help protect local creeks and the overall health of the watershed that is needed to understand the impact of storm water and the pollutants it carries into our waterways. Twice a year (in April and October) volunteers visit their adopted sites and collect debris that has accumulated in the waterways. City crews will dispose of the material collected. Become an "Adopt-A-Creek partner by committing to maintain a segment of a Green Bay creek.

PROTECTING OUR GREENWAYS

A "Greenway" also known as Parkway, Conservancy or Environmental Sensitive Area, is an area of natural vegetation next to a waterway managed and protected for the benefit of the community and environment. Greenways are very beneficial to the reduction of storm water runoff, flood reduction, water quality protection, and preservation of biological diversity.

Some Greenways, Parkways, Conservancy or Environmental Sensitive Areas located in the City of Green Bay are:

Baird Creek Parkway, Barina Creek Conservancy, Beaver Dam Creek Parkway, Duck Creek Parkway, Ellis Creek South Branch Parkway, La Count Parkway, Mahon Creek Parkway, Newberry Conservancy, Nicholson Creek, and Willow Creek Parkway

RESIDENTS ADJACENT TO A GREENWAY MAY NOT:

- Mow into the greenway for more lawn space
- Create private vegetable or flower gardens in the greenway
- Dispose of lawn and garden waste in the greenway
- Construct patios, fire pits, footbridges and stairs in the greenway or storing trailers, equipment and other materials in the greenway
- Cut down healthy trees and brush in the greenway

ADOPT-A-DITCH

The "Adopt-A-Ditch" is being promoted and conducted as an entirely voluntary cooperative effort between residents, community groups, business owners, etc. and the City of Green Bay. With guidance from City staff, you will have the opportunity to help minimize flooding, erosion and storm water runoff to our local waterways. The City of Green Bay's waters – its bay, rivers, creeks and wetlands – are among our greatest resources. However, these waters are vulnerable to pollution from many human activities.

OPERATIONS – STREET SECTION

The Street Section is responsible for the maintenance of 416 miles of local streets, 142 miles of primary streets, and 23 miles of alleys.

The Street Section also addresses issues within the public right-of-way: potholes, joint sealing, repair of utility cuts, street sweeping, repairing guardrails, clean brush/litter from greenways and culverts, installation of snow fence, weed and grass control, snow removal, and operation of two yard waste facilities.

WINTER: SNOW & ICE

Snow and Ice Control Operations are considered emergency in nature as a public safety event. The Department of Public Works coordinates and performs the snow and ice control for the City of Green Bay.

Residents should pay close attention to local media for information on snow emergencies. Notices are sent to local news media outlets.

SNOW AND ICE CONTROL FACTS

- Green Bay has approximately 456 miles of streets covering 46 square miles along with 23 miles of alleyway, 175 miles
 of City maintained public walkway, and 4 miles of flood-control dike. During a full snow plow operation, the City is
 divided into 50 snow plow routes and roughly 100 pieces of snow removal equipment are utilized.
- Street Section makes their own salt brine, which is a combination of salt and water. The salt brine is utilized with liquid
 calcium chloride and organics as anti-icing agents on primary roadways. The liquid chemicals will leave the roadways
 with white or brown lines as residue. The combination of these chemicals makes for a safer, more environmentally
 friendly and cost effective road treatment compared to using pure rock salt.
- In the event snow is predicted, **please remove your vehicles from all streets** so that the City's snow crews can clear the roadways. This action will better serve the residents because:
 - Plows will be able to clear streets during the plow operation and not have to return to re-plow.
 - Plows will not leave a windrow of snow around parked vehicles. Snow windrows may be too high to allow vehicles to easily move out of on-street parking locations.
- Please allow space between your vehicle and snowplows. State Law requires a following distance of no less than 200 feet. In snow plow vehicles, there are many blind spots. Please reduce your speeds to aid in roadway safety.

SNOW EMERGENCY

If the area experiences severe weather conditions that include heavy and or blowing snow, the City of Green Bay may be compelled to swiftly declare a "SNOW EMERGENCY" and announce it through the local news media. Please tune in to local news stations for the latest information.

If a SNOW EMERGENCY is declared **ANY AND ALL VEHICLES MUST BE REMOVED FROM CITY STREETS**. Failing to do so will result in parking citations and towing of vehicles at the owner's expense; see Parking Division page 12 for more information.

SIDEWALK SNOW AND ICE REMOVAL

Under Section 9.30, Green Bay Municipal Code, all snow and ice must be removed from the entire length and width of all sidewalks within 24 hours of the end of a snow or ice fall. If snow and ice is not removed from sidewalks within 24 hours after such snow or ice has fallen or accumulated thereon, City crews will be dispatched to clear the sidewalks <u>without prior</u> notification to the property owner/resident.

If the City has to remove snow and/or ice from a property, an invoice will be sent to the property owner for the work performed. The 2017 snow/ice rate is \$53.00* per parcel plus \$0.15* per square foot cleared.

Depositing of snow/ice into the City right-of-way including into the street is strictly prohibited.

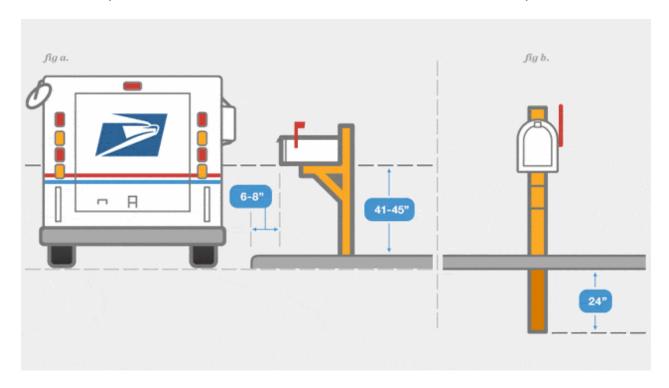
Shovel early & shovel often!

MAILBOXES

The City of Green Bay and the United States Postal Service hereby advise that the location of your mailbox may affect service delivery and snow removal. All mailboxes shall comply with the following requirements:

MAILBOX PLACEMENT

- Must be positioned in height 41" 45" from the bottom of the mailbox to the street
- Must be positioned so that the front most part of the mailbox is 6" 8" behind the curb
- Should have a handle, flag and the house number on the right hand side as you face it
- Clear the snow away from the mailboxes on curb side, to allow easier access for mail delivery



For more information see United States Postal Service website or contact your local Post Office

PROPERTY DAMAGE DURING A PLOWING OPERATION

MAILBOX DAMAGE

City crews may accidentally damage a mailbox when they are plowing. If your mailbox is damaged, please call our office to report the damage and your claim will be investigated. If the City's snow plow was at fault and your mailbox was compliant with the postal regulations (listed on page 22), City crews will repair or replace your mailbox and/or post, with a standard wooden post and mailbox according to postal regulations. Please note that dependent upon the amount/type of damage, permanent repair may be delayed until the ground thaws in the spring but temporary repairs will be made during winter months.

TERRACE DAMAGE

Every winter, the Department unavoidably causes some damage to curbs and terrace areas through our snow plowing efforts. Each spring, the Department repairs terrace damage caused by City plows with top soil and seed.

If your terrace is damaged by a snowplow, please call our office to report the damage. The claim will be investigated and if the snow plow was at fault, your terrace will be repaired in spring weather permitting.

SPRING AND FALL: YARD WASTE COLLECTION

The City of Green Bay collects yard waste curbside 2 times per year, once in spring and once in fall. The collection dates change yearly, weather dependent. Yard waste left at the curb outside of designated collection dates is subject to collection fees.

The exact start date will be published in the Green Bay Press Gazette, Facebook, Twitter, City website and the Department of Public Works Information Line.

REMINDERS:

- Do not put loose leaves or yard waste at curb until ONE week prior to start of collection, or a citation may be issued
- Residents are reminded that raking leaves into the street increases pollution of storm water <u>AND IS SUBJECT TO</u>
 A MUNICIPAL CITATION
- Raking leaves into the street may cause flooding by blocking drainage structures and most importantly, piles of leaves in the street are a dangerous attraction to young children
- Bagged material or co-mingled material will not be picked up
- Brush and leaves should be placed out to the curb in separate piles and should not be co-mingled
- Please refrain from piling yard waste next to trees, poles, mailboxes or other obstructions as this slows down the crews and may cause damage to equipment or the obstruction

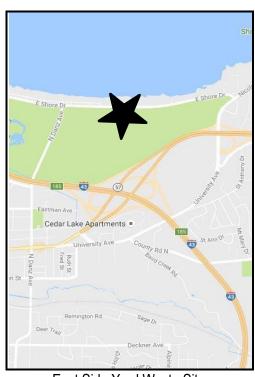
YARD WASTE SITES

Residents may bring their loose leaves, grass clippings, and garden waste to the City's two yard waste drop-off sites. Residents are also able to pick up wood chips, mulch and logs at no charge when available. Please note that garlic mustard and other invasive species must be placed in a garbage bag, tagged, and brought to the Brown County Transfer Station for proper disposal.

LOCATIONS



West Side Yard Waste Site 1470 Hurlbut Street



East Side Yard Waste Site 2530 East Shore Drive

Yard waste sites are open to City of Green Bay residents only, NO contractors.

ACCEPTABLE ITEMS AT SITES	UNACCEPTABLE ITEMS AT SITES
Brush, branches & shrub trimmings	Any container or bag
Garden Waste	Rocks or stones
Grass clippings	Trash
Leaves	Root balls
Dirt and sod	Contractor generated debris

TIMES OF OPERATION (weather dependent)

SUMMER HOURS	WINTER HOURS
April - November	December - March
Daily (including holidays & weekends)	Saturdays & Sundays only
8am to sunset	8am to sunset

ROADWAY REPAIRS

POTHOLES

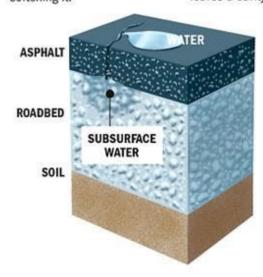
Potholes are a fact of life in Wisconsin. Cycles of freezing and thawing and moisture erode the road base which creates pavement stress. Stressed pavement and traffic combine to cause potholes.

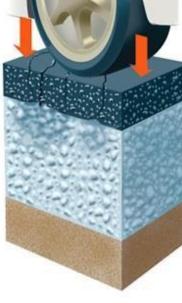
How potholes form

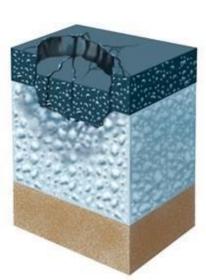
Rainwater seeps into cracks caused by heavy traffic. Low temperatures make the water freeze, expanding and deepening the cracks, and creating more fissures. The water also seeps into the rock, gravel and sand that make up the roadbed, softening it.

Passing vehicles create more cracks.
Rain and melted snow continue to seep into the cracks.
When it freezes and expands, the subsurface water lifts and weakens the road; when it melts and contracts, it leaves a cavity.

3 The roadbed continues to soften and erode, weakening the base support. Small chunks of the road break off, and more small cracks appear. Eventually, with the continued passage of vehicles, the surface breaks apart and is pushed down into the soft roadbed. The pothole is formed.







HOT BOX PATCHING

The purpose of hot box patching is to use hot material in potholes that not only compacts better but provide a more permanent patch. Public Works owns two hot box patching units. These units are able to take hot mix asphalt from the plant and maintain the temperature that the asphalt needs to stay pliable all day long. The units have burners that can maintain the material temperatures at 335°F as long as necessary.

ASPHALT REPAIR

The purpose of maintenance and repair of asphalt pavements is to extend the useful life of the pavement, maintain a smooth riding surface, and prevent water from entering the underlying soil. The most typical repairs in the City occur from water main breaks and utility construction

THE PROCESS:

- The Engineering Division of Public Works meets with Utility officials to determine the size of permanent repairs needed.
 Typically, water breaks are left to settle for about 3 to 6 months after the water pipe repair to allow for proper
 compaction of the subsurface. Once the size of the permanent repairs are determined and painted in pink on the
 roadway, it moves to the next stage.
- Crews are then assigned to cut the existing water break area using a large pavement saw. The roadway is safe to travel even though the road is cut waiting to be dug out.
- The area is then excavated using a backhoe. The asphalt is dug out and the gravel is compacted. In some instances a portion of the old gravel is removed and new gravel is installed to aid in compaction.
- The final stage is applying the hot mix asphalt. Depending on the depth of the patch, crews will usually apply 2 layers of asphalt known as lifts. Once the base layer is compacted the second layer of asphalt can be applied. This top coat will be compacted and will be flush with the existing pavement.

WATER BREAKS

- If you notice a water break please contact the Green Bay Water Utility
 - Monday Friday, 8:00 am 4:30 pm at 920-448-3480
 - In case of an emergency after hours please call 920-448-3483

CRACK SEALING

Crack sealing assists in prolonging the life of paved roads and is a preventive measure. Cracks in the street are cleaned of debris and filled with a sealer. Sealing cracks prevents surface water from penetrating into the pavement foundation, and the spread of cracks in the pavement.

THE PROCESS:

The joint sealing process consists of three steps: router, blow/compressor, and sealing.

- In conjunction with the Engineering Division, Street Section staff will select the streets to be joint sealed based on age, cracks, resurfacing plans, and other various factors. Once a street is selected, crews will router the existing cracks. This process removes debris from the crack and creates a bed for the joint seal rubber to lie in. The router will make the crack about ½ inch wide and ½ inch deep.
- Before applying the crack sealant, a large air compressor will blow out the cracks to make sure the material has a good solid bed to lie in. This will prevent the rubber from peeling out. A street sweeper may also come through to pick up the loose gravel in the roadway.
- The final step is to apply the joint seal rubber in the cracks. The rubber is melted to about 390°F and is applied out of the wand into the cracks. Filling these cracks early helps to minimize the amount of water and debris that enters the subsurface causing potholes.

COUNTY MAINTAINED ROADS IN CITY LIMITS

There are a number of roadways that travel through the City of Green Bay that do not fall under the maintenance responsibility of the City. The following roads (although in the City) are maintained by the Brown County Public Works Department:

- I-41 and I-43 (beltline highway around the metropolitan area)
- Huron Road
- Packerland Drive
- Lombardi Avenue (Wood Lane to Ashland Avenue)
- Hazelwood Lane (Packerland Drive to Wood Lane)
- East Mason Street from Huron Road to the east city limits
- Humboldt Rd from Bascom Way to the east city limits
- Nicolet Drive from Scottwood Drive to east city limits
- Scottwood Drive from Nicolet Drive to east city limits

These streets are also County Highways and therefore fall under their jurisdiction. If you have an issue with one of these roadways please contact the Brown County Public Works Department at (920) 492-4925.

STREET SWEEPING

There are 456 miles of streets in Green Bay with over 1800 lane miles. Street Section is responsible for sweeping every one of those lane miles. The street sweepers collect thousands of tons of debris such as particulates, oil and solvents vehicles, lawn chemicals, phosphorous from leaves, and litter. If this material is not collected, it will get washed into our storm sewers and make its way into our lakes and streams.

As soon as weather permits, Street Section begins sweeping the streets. This program is designed to clean up all the debris that accumulates on our streets and is required to meet State and Federal regulations. Along with day sweeping, night sweeping operations occur with street sweepers working from 11:00 p.m. until 7:00 a.m. Sunday through Thursday.

GRASS CUTTING

Municipal Code 8.11, "NOXIOUS WEEDS MAINTENANCE OF VEGETATION".

Street Section, under the direction of the Director of Public Works, enforces the Noxious Weeds unsightly growth. Failure to cut your grass and or weeds in excess of nine (9) inches will result in City crews completing the work after giving 24 hour written notice on properties with buildings. Property owners will be invoiced based on the amount of equipment and labor time required to complete the work.

If your property is found to be in noncompliance it will be re-checked regularly and if found in violation, City crews will take action to remove the excessive grass growth and weeds, in excess of nine (9) inches, **without notice**, (including weeds on sidewalks and driveway areas) and invoice accordingly.

The 2017 minimum charge is \$61.00* for 15 minutes of labor and equipment time and is billed to the property owner.

OPERATIONS – SANITATION SECTION

The Sanitation Section is responsible for collection and transportation of most residential and some commercial solid waste generated within the City of Green Bay. Sanitation Section operates 10 collection routes per day, 5 on either side of the City, providing weekly collection service to all participants.

Residential recycling of paper, cardboard, plastic, glass, tin and aluminum is mandatory in the State of Wisconsin. Every resident is required to separate recyclable material from other solid waste and place it in a City-approved recycling container for collection and proper processing. Sanitation Section operates 6 recycling routes on the east side and 6 recycling routes on the west side bi-weekly.

The Sanitation Section also collects brush on a routine basis. The brush is chipped and hauled to one of 2 City-operated yard-waste centers for processing and re-use. For City tree concerns (between the sidewalk and the road) please call Green Bay Forestry at 920-448-3365. If you notice trees or limbs that have fallen onto a power line please contact Wisconsin Public Service at 1-800-450-7240.

TRASH AND RECYCLING DISPOSAL REGULATIONS

CARTS

Type: City-issued trash and recycle carts only. No other bags or containers can be used. Lids must be securely

closed to be collected.

Size: 96-gallon or 64-gallon Weight: 200 pounds maximum

How Many: One (1) only trash cart per residential unit and business. No recycling collected from businesses or over 6

living units.

When: TRASH is collected once per week from residential and business. See sanitation routes for your collection

day at: http://greenbaywi.gov/publicworks/trash

RECYCLING is collected once every other week from residential with 6 or less living units. See recycling

calendar for your collection day at: http://greenbaywi.gov/recycling

GENERAL INFORMATION

- DO NOT PLACE PERSONAL PROPERTY ON OR NEAR THE CURB. It may be picked up by mistake and you will be charged.
- All invoices are sent to the **property owner**.
- Any person(s) or business selling services for construction, remodeling, demolition, tree/brush trimming, or stump
 and wood chip removal is required to dispose of the resulting debris. If debris is left at the curb by the business, the
 City will dispose of it and the <u>property owner</u> will be billed for the actual cost of removal.

TIMES OF COLLECTION

Carts should be out by 6:00 A.M. on the scheduled day of collection, but shall not be placed out more than 12 hours before collection day and shall be removed not more than 12 hours after collection day. Carts need to be placed along the curb line (out of the road) immediately adjacent to the property which has generated the waste. Carts left at the curb outside these designated times will be picked up and charged to the property owner at \$49.00* per collection.

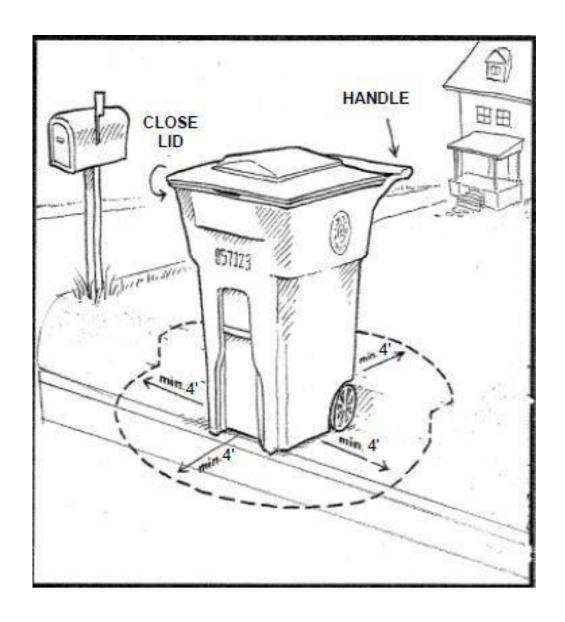
HOLIDAY COLLECTION

Place carts out on your normal collection day to assure collection. When a full day holiday (New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day) falls on a regular workday (Monday – Friday) garbage and recycling collection may be delayed by one (1) day, with Friday's collection being picked up on Saturday.

When a half-day holiday (Christmas Eve, New Year's Eve, and Good Friday) falls on a regular workday, garbage and recycling collection will remain on the normal collection schedule.

LOCATION OF CARTS DURING COLLECTION

- Carts shall be placed at curb line for collection.
- The cart's numbered side must face the street.
- Place the City-issued carts 4 feet apart from each other AND 4 feet away from other objects such as mailboxes, trees, parked vehicles, etc.
- No pick up will be made in any alley adjoining residential property.
- No pick up will be made from atop or from behind a snow bank clear 4-foot areas on the terrace, with 4 feet apart, where the carts can be placed.

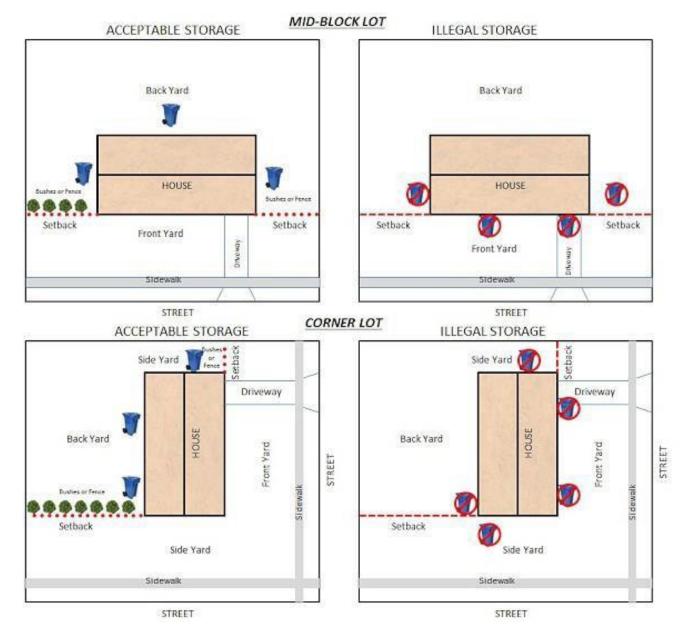


CART STORAGE

Per City of Green Bay Ordinance 9.02(7) (e) (9) garbage and recycling tipper carts and containers shall be stored according to the following rules:

- 1. CANNOT be stored within 15 feet of the public street right-of-way.
- 2. CANNOT be stored on the street side or alongside a building UNLESS the cart is completely screened from view of an observer located at the street public right-of-way. Acceptable screening devices include bushes, fences, and other enclosures that visually block the view of tipper cart by people passing by the property.
- 3. CANNOT be stored near furnace, grill or other heat source.
- 4. CAN be stored in the backyard, garage, or another convenient and discreet location.
- 5. MUST be stored with the lid completely closed.
- 6. Variances will be considered by Department of Public Works for justifiable reasons.

Failure to properly store your garbage or recycling cart in accordance to City Ordinance will result in the City moving your cart to an acceptable location and **invoicing the property owner**.



SOLID WASTE

GENERAL INFORMATION

- No loose trash can be placed outside the cart, except during overflow weeks (see page 32 for more information)
- Trash shall be drained and free of liquid, wrapped, packaged, and/or bundled
- Cold ashes and sawdust must be bagged and closed before being placed in the trash cart
- Hot ashes are NOT allowed in cart

HAZARDOUS WASTE NOT COLLECTED

The City of Green Bay does **NOT** collect any type of hazardous waste as mentioned below. Please contact **Brown County Household Hazardous Waste Facility** for fees and proper handling and disposal of such material.

- Paint, gasoline, paint thinners, solvents
- Acids, bases, cleaning products
- Pool chemicals, pesticides
- Fluorescent lights, ballast, computers & electronics, cooking oil, propane tanks, oil, antifreeze, batteries
- Medical and infectious trash (i.e., needles, pharmaceutical materials)
- Waste oil, such as motor oil, can be taken to either of the City Garage locations

For animal injuries or fatalities on roadways, call Green Bay Police Department Animal Control Officer at 920-448-3208.

SPECIAL TRASH NOT COLLECTED

Bulk household items (as described below) can be taken to drop off locations at the East or West Side Municipal Garages. Items <u>NOT</u> accepted at these locations are construction, remodeling, or demolition trash, bagged household waste, recycling, carpet, tires, batteries, Freon containing units, propane tanks, fluorescent light bulbs and ballasts, soil, stone, yard waste, concrete, electronics, or move out debris. Bulk household items may also be taken to **the Brown County Transfer Station**, tipping fees will apply.

BULK HOUSEHOLD ITEMS

Sofas, couches, loveseats, tables, chairs, desks, mattresses, box springs, beds, cribs, entertainment centers, free-standing cabinets, grills (propane tank removed), ladders, mowers (oil, gas, & filters removed), exercise equipment, lawn/patio furniture, swing sets, bikes, lawn & holiday display items, etc. placed curbside will be invoiced as follows:

- \$70.00* up to and including three (3) cubic yards
- \$140.00* over three (3) cubic yards to ten (10) cubic yards
- \$210.00* over ten (10) cubic yards

CONSTRUCTION, REMODELING, DEMOLITION TRASH

Carpet, concrete, shingles, plaster, drywall, insulation, junk wood, roofing, flooring, piping, toilets, sinks, compressors, asphalt, siding, brick, tile, cabinets, empty lot cleanup (trees/brush/stumps), soil, stones, rocks, clay, etc. placed curbside will be invoiced as follows:

\$48.00* per cubic yard

ELECTRONICS

Computers, computer accessories, TVs, cell phones and other electronics placed curbside will be invoiced as follows:

• \$49.00* per collection

APPLIANCES

Appliances placed curbside will be invoiced as follows:

- \$25.00* for collection of all appliances except for refrigerators and freezers (i.e., stoves, dehumidifiers, dishwashers, microwaves, washers, dryers, water heaters, furnaces, window air conditioners, etc.)
- \$35.00* for collection of refrigerators and freezers (remove doors)

FEES FOR SPECIAL COLLECTION

Please note that fees will be invoiced to the **property owner** if the City collects the non-complying set-out. Invoices not paid within 30 days will be added to the tax roll.

*Note: Charges listed are 2017 rates and are subject to change annually.

OVERFLOW TRASH/BULK PICK UP

In 2018, the City will offer four (4) annual curbside "overflow" collection weeks of **overflow trash bags** outside of the trash cart free of charge during the weeks of: March 12-16, July 9-13, September 10-14 and December 24-29, 2018. Residents may **ONLY** place up to four (4) 32-gallon plastic bags, at curbside during these weeks. During this time, the City will NOT collect any Bulk Household Items, Construction, Remodeling, or Demolition Trash, Electronics or Appliances as described on pages 31 & 32. **If any of these items, excess of bags, or anything placed to the curb prior to or after your collection time will be picked up and charged accordingly.**

In addition to the four (4) "overflow" trash bags, the City offers two (2) annual curbside collection weeks where we will collect Bulk Household Items up to 2 cubic yards (6' x 3' x 3') free of charge during the weeks of March 12-16, 2018 and September 10-14, 2018. During this time the City will NOT collect any Construction, Remodeling, or Demolition Trash, Electronics or Appliances as described on pages 31 & 32. If any of these items, excess of bags, or anything placed to the curb prior to or after your collection time will be picked up and charged accordingly.

See the calendar on page 41 for more information

CITY OF GREEN BAY BULK HOUSEHOLD ITEM DROP OFF SITES FOR CITY OF GREEN BAY RESIDENTS ONLY

West Side Location
519 South Oneida Street
(Drop-Off Site entrance on Redwood Dr. off W Mason St)

East Side Location
1820 Mills Street
(Drop-Off Site entrance on Deckner Av)

Hours of operation: Monday – Thursday 7am – 3pm, Friday 7am – 6pm, 2nd & 3rd Saturday of each month 7am – Noon

BE PREPARED TO SHOW YOUR DRIVERS LICENSE/PROOF OF RESIDENCY IN THE CITY IF YOU ARE MOVING PLEASE TAKE YOUR ITEMS TO BROWN COUNTY TRANSFER STATION

ACCEPTABLE ITEMS: Furniture/lawn furniture, mattresses/box springs, bed frames, birdbaths, shovels, rakes, ironing boards, wagons, basketball hoops, swing sets, bicycles, animal cages/crates, grills (no propane tanks), file cabinets, wheelbarrows, weight benches, exercise equipment, artificial Christmas trees & wreaths, flocked Christmas trees, lawn mowers, chain saws, snow blowers & tillers (oil, gas, and filters removed)

UNACCEPTABLE ITEMS: Construction, remodeling, & demolition trash (carpet, concrete, shingles, plaster, drywall, insulation, junk wood, roofing, flooring, piping, toilets, sinks, compressors, asphalt, siding, brick, tile, etc.), cabinets, empty lot cleanup (trees/brush/stumps), yard waste, soil, stones, rocks, clay, **move out waste, recycling or household waste.**

BROWN COUNTY TRANSFER STATION

3734 West Mason Street Oneida, WI 54155

www.browncountyrecycling.org/refuse-disposal

Fees apply- cash NOT accepted

Hours of operation:

January - March

April - December

Monday–Friday 7:30 am to 4:00 pm Monday–Friday Saturday 7:30 am to 12:00 pm Saturday

Monday–Friday 7:00 am to 4:00 pm Saturday 7:30 am to 2:00 pm

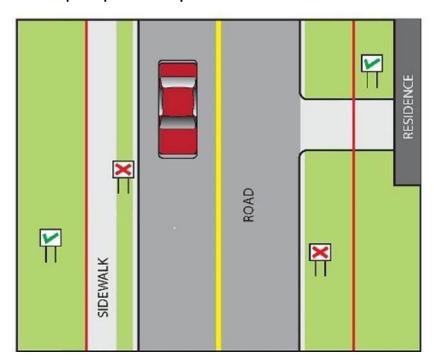
ACCEPTABLE ITEMS: bulk household waste, move out waste, household trash, vehicle parts, shingles, roofing material, appliances, tires, glass, root balls, carpet, countertops, windows, doors, cabinets, cupboards, toilets, sinks, lumber, miscellaneous wood products, paneling, construction materials, remodeling materials, demolition materials, drywall, plaster, etc.

It is required that safety vests are worn at the Waste Transfer Station.

Bring your own with you or they will sell you one for a fee

ITEMS PLACED AT THE CURB

The City will collect and charge for any items placed in the Public right-of-way. This includes items a resident may leave out for someone to come pick up and items placed for others to take and labeled as "free".



Items placed where the red "X" is located are defined by Ordinance as items placed for solid waste collection and will result in the City collecting and charging the property owner.

Items placed where the green "checkmark" is located will be left alone by the Public Works Department, but may be an issue with the Inspections Department.

RECYCLING

Recycling is mandatory in the state of Wisconsin

NON-RESIDENTIAL RECYCLING

Commercial, including more than 6 grouped living units, industrial and any other type of business must arrange for private recycling pickup. Please see "recycling" in the yellow pages.

GENERAL INFORMATION

- Place recyclables loosely in cart **NOT** in plastic bags
- Empty and rinse all bottles & containers
- Remove & discard all screw caps on any plastic or glass containers
- Any cardboard paper should be flattened & cut into no larger than 2' X 2' pieces
- Shredded paper should be placed in a paper bag and stapled shut prior to placing in recycle cart
- Recycling will not be collected if plastic bags are placed in the cart
- See page 40 for 2018 recycle calendar

Any excess acceptable recycling may be taken to the **Brown County Port & Resource Recovery Department**. Any other material you may have to recycle, search online or in the Yellow Pages.

	Acceptable	Unacceptable
Glass	Food & beverage bottles & jars	Window glass, ceramics, china, or drinking glasses
Paper	Pizza boxes Newspapers, magazines, books, catalogs, phone books, junk mail, envelopes, office & school paper, milk, juice & soup cartons, clean corrugated cardboard & non-corrugated paper, cut boxes to 3 foot x 3 foot or smaller, shredded paper (put in a paper bag and staple shut prior to placing in recycling cart)	Gift wrap Paper contaminated with food or grease Tissue products (facial tissue, gift box tissue, toilet paper)
Plastic	All food, beverage & household bottles, jars and jugs, dairy containers & lids, deli, bakery & produce, containers & lids. Empty and rinse all bottles and containers. Remove and discard all plastic screw caps	Plastic bags Wrap or film Motor oil bottles Styrofoam
Metal	Aluminum bottles & cans Steel, tin & bi-metal cans Empty aerosol cans	Empty paint cans Large/bulky scrap metal items Aluminum pans or foil

Hazardous Material Management

A SERVICE PROVIDED FOR NORTHEAST WISCONSIN RESIDENTS

Many products contain hazardous materials.

Improper disposal of these products can cause harm to humans and the environment. This guide will help you identify hazardous products around your home.

Keep your home safe by properly disposing of hazardous products!



Dry in a secure, well-ventilated area and place in the trash



Take to the Hazardous Material Recovery



Contact the Transfer Station @ 920.492.4950



Contact your local Law Enforcement



A Flush down the drain (only if connected to a sanitary sewer) with plenty of water A Fee May Apply. Call the Hazardous Material Recovery Facility @ 920,492,4950 for current rates

Key	Household Items	Fee	Alternatives & Notes
HMR	Aerosol Cans	10000	Recycle When Empty
HMR	Batteries	5	None Known
4	Bleach, Liquid	-	Powdered Bleach
HMR	Computers, Electronics	5	Minimal Fee Charged
0	Drain Cleaner		Plunger, Vinegar
HMR.	Fluorescent Lights	\$	None Known
HMR	Light Ballast	5	Non-PCB Ballast
HMR	Floor Cleaner		None Known
HMR	Mercury, Devices	2.3	Digital Devices
HMR	Mercury, Elemental		Digital Devices
HMR	Oven Cleaner		Baking Soda & Water/Salt
	Smoke Detectors	0 0	None Known
650	Toilet, Tub, Tile Cleaner		Brush w/Baking Soda
150	Window Cleaner	100	Vinegar & Water

Key	Car Care	Fee	Alternatives & Notes
XI	Ammunition/Fireworks		None Known
HMR	Antifreeze	\$	Propylene Glycol
HMR-	Battery Acid		None Known
HMR	Battery, Lead-Acid	\$	None Known
HMR	Brake Fluid	38 10	Non-Halogenated Products
HMR	Carburetor Cleaner	18 3	None Known
HMR	Driveway Sealer/Tar	18 8	Water-Based Products
HMR	Gasoline, Other Fuels	8 8	None Known
HMR	Parts Cleaner/Degreaser		Detergent/Hot Water
нмв	Power Steering Fluid	120 130	None Known
тв	Tires	\$	None Known
HMR	Transmission Fluid	80-15	None Known
HMR	Used Motor Oil & Filters		None Known
HMR	Windshield Wiper Fluid	100	None Known

Key	Home Improvement	Fee	Alternatives & Notes
HMR	Adhesive Solvent-Based	0.00	Latex Adhesives
HMR	Adhesive, Water-Based	5	None Known
TS	Asbestos		New Insulation/Flooring
	Caulk/Glaze/Grout/Putty	5	None Known
	Cement/Mortar/Plaster	5	None Known
HMR	Latex Paint	\$	Limestone Based White Wash
HMR	Non-Automotive Oils		None Known
HMR	Oil-Based Paint		Latex Paint, Avoid Aerosols
HMR	Paint Remover/Stripper		Sandpaper/Steel Wool
HMR	Paint Thinner/Solvent		Use Water-Based Paints
HMR	Stain, Varnish, Lacquer	- 70	Latex Paint
HMR	Wood Preservative		None Known

Key	Lawn & Garden	Fee	Alternatives & Notes
HMR	Cooking Oil/Grease	\$	Boil/Bake/Broil Food
	Empty Containers	90) 3	None Known
HMR	Fertilizer, Weed & Feed		Compost
HMR	Flea Sprays		Brewers Yeast in Pet's Food
HMR	Insect Killer, Bee & Hornet		Bowl w/Soda & Dawn Soap
HMR	Insect Killer, Plant		Spray w/Dishwater & Rinse
HMR	Insect Repellent		Screens, Lotions
HMR	Moth Balls	100	Cedar Chips
HMR.	Pool/Spa Chemicals		None Known
BMR	Rat Poison		Traps, Cat
HMR.	Weed Killer	15 15	Pull by Hand
			Updated 03:14.17 ma

BRUSH

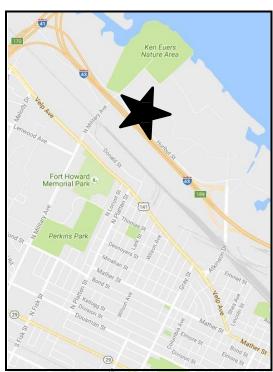
The City removes brush year-round from curbside at no cost to residents; however, the City does not remove brush from vacant properties or contractor generated debris.

CONDITIONS

- Root ball must be removed and placed in your garbage cart.
- Branches and limbs from trees must be 3 feet to 8 feet in length and a minimum of 1/2 inch in diameter, so it can be safely pushed into chipper.
- Cut ends must be stacked together. Do not pile on sidewalk or in street.
- Any size whole, natural Christmas tree (without a mounting stand, lights, tinsel, ornaments or disposal bags) will be collected. If you have a flocked tree, please call to make arrangements for removal.
- Brush must be separated from any other plant waste, yard waste, lawn clippings, or leaves.

Any brush piles placed to the curb may take up to 4 weeks for the City to collect. Residents can also take brush to one of the two City Yard Waste Sites; see Street Section page 24 for more information.

LOCATIONS



West Side Yard Waste Site 1470 Hurlbut Street



East Side Yard Waste Site 2530 East Shore Drive

Yard waste sites are open to City of Green Bay residents only, NO contractors.

TIMES OF OPERATION (weather dependent)

SUMMER HOURS	WINTER HOURS
April - November	December - March
Daily (including holidays & weekends)	Saturdays & Sundays only
8am to sunset	8am to sunset

LANDFILL ALTERNATIVES

CITY OF GREEN BAY OIL RECYCLING CENTERS

West Side Location

East Side Location

519 South Oneida Street
(Drop-Off Site entrance on Redwood Dr. off W Mason St)

1820 Mills Street (Drop-Off Site entrance on Henry St)

Hours of operation: Daily (including weekends & holidays) 24/7

ACCEPTABLE ITEMS: used automotive oil, engine oil, transmission oil, power steering fluid, gear case oil (no brake or hydraulic fluids) - free of charge.

BROWN COUNTY HOUSEHOLD HAZARDOUS WASTE FACILITY

2561 South Broadway
Green Bay, WI 54304
www.browncountyrecycling.org
Tipping fees apply.

Hours of operation: Thursdays 12:00 pm (noon) to 6:00 pm, Saturdays 8:00 am to 2:00 pm

Please call 920-492-4950 for current pricing. Businesses must call 920-492-4964 for an appointment.

ACCEPTABLE ITEMS: fluorescent light bulbs, ballasts, propane tanks, batteries, paint, paint solvents, spray or bottled cleaning products, cooking oil, CDs, DVDs, VHS tapes, oil filters, stain, gasoline*, antifreeze, vehicle fluids, fertilizer, pesticides, weed killer, pool & spa chemicals

*Gasoline needs to be left in container – Brown County Household Hazardous Waste is longer able to "pour off" gasoline and return gas containers

BROWN COUNTY RESOURCE RECOVERY FACILITY

2561 South Broadway
Green Bay, WI 54304
www.browncountyrecycling.org/r

Hours of operation: Monday – Friday 7:30 am to 4:00 pm

ACCEPTABLE ITEMS: recyclable materials (glass, plastic, paper, metal)



SALVATION ARMY THRIFT STORE 1125 West Mason Street 920-884-2950

http://www.sagreenbay.org/green bay/Thrift Store

ACCEPTABLE ITEMS: clothing, furniture, toys, decorations, stereos, etc.



ST. VINCENT de PAUL 1529 Leo Frigo Way 920-435-4040

www.svdpgb.org

ACCEPTABLE ITEMS: Clothing, shoes, books, housewares, jewelry, furniture, toys, etc.

APPLIANCES

Search online for appliance recycling centers or place at the curb and the City will collect for a fee.

ELECTRONICS

Search online for electronic recycling centers or place at the curb and the City will collect for a fee.

SEARCH ONLINE FOR **CONCRETE** RECYCLING

SEARCH ONLINE FOR **FILL WANTED** (for clay & sand disposal)



1301 Brosig Street Phone: 920-465-9601 1660 W. Mason Street Phone: 920-569-1596 2814 S. Oneida Street Phone: 920-498-0990

http://www.goodwillncw.org/

ACCEPTABLE ITEMS: clothing, shoes, books, housewares, jewelry, furniture, toys, etc.

CRAIGSLIST

https://greenbay.craigslist.org/

ACCEPTABLE ITEMS: place an add on Craigslist to sell or give items away



The Restore will accept a variety of different items. They reserve the right to turn down any donation upon inspection. Approved donations can be dropped off anytime during business hours. For larger donations, please call in advance to sciedule a pick-up. If you have any questions about items you would like to donate, please contact them.

ACCEPTABLE ITEMS:

Cabinets	Kitchen and bathroom cabinets in sets or pieces	Must be less than 20 years old All doors and drawers Free of structural damage No Water damage or mold
Doors	Interior and exterior, storm/patio doors with frame	Must be less than 10 years old No Lead Paint No damage or fogged glass No used hollow core slab doors No broken door jams
Electrical	All electrical supplies and accessories	No longer accept electronics or computers
Flooring	Wood flooring (new and used), carpeting, tile, vinyl, ceramic, slate, marble	Carpet and Vinyl must be 36 sq. ft. minimum and NEW
Furniture	Bed Frames, dressers, tables, chairs, shelving, hutches, armoires, gently used upholstered furniture	Must be in good condition No mattresses
Hardware	Handles, hinges, screws, nails	All hardware and fasteners accepted
Home Decor	Art, statues, antiques, memorabilia, knick-knacks, garden art, framed art, sculptures	No dishes, books or glassware
Lighting and Ceiling Fans	Working fixtures and fans for residential use	No incandescent or fluorescent light bulbs accepted Must be complete with all mounting hardware No rust or corrosion on exterior lighting
Lawn & Garden	Bricks, blocks, pavers, unused fencing, birdbaths, shovels, rakes, power yard equipment	Must be in working condition Cannot be broken or covered in dirt
Lumber	Particle board, plywood, paneling, new trim, molding, dimensional and framing lumber	Composite decking must be less than 10 years old Lumber and trim must be at least 6' or longer, with no warping Sheet goods must be at least 1/2 sheet with no damage
Plumbing	Kitchen sinks, pedestal and drop-in bathroom sinks, tubs, solid surface vanity tops (new and used), Granite and Corian countertops, NEW 1.6 gallon low-flow toilets	Must be in good condition No chips, cracks or rust
Windows	Double pane windows	Must be less than 10 years old Complete with all sashes and frame No damage or fogged glass No single pane windows

2018 RECYCLING CALENDAR

RECYCLABLES WILL BE PICKED UP ON THE WEST SIDE OF THE CITY ON THE UNSHADED WEEKS
RECYCLABLES WILL BE PICKED UP ON THE EAST SIDE OF THE CITY ON THE SHADED WEEKS
RECYCLABLES WILL NOT BE PICKED UP ON HOLIDAYS AS NOTED BELOW, BUT WILL BE
COLLECTED A DAY LATER WITH FRIDAY COLLECTION BEING ON SATURDAY

	JANUARY					FEBRUARY						MARCH								
S	M	Т	W	тн	F	S	S	M	Т	W	TH	F	S	S	M	Т	W	TH	F	S
	1	2	3	4	5	6					1	2	3					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31
			APRI	L						MAY	'						JUNI	E		
S	M	Т	W	TH	F	S	S	M	T	W	TH	F	S	S	M	Т	W	TH	F	S
													•							
1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30
			JULY	,					Α	UGU	ST			SEPTEMBER						
S	M	Т	W	ТН	F	S	S	M	Т	W	TH	F	S	S	M	Т	W	TH	F	S
																				1
1	2	3	4	5	6	7				1	2	3	4	2	3	4	5	6	7	8
8	9	10	11	12	13	14	5	6	7	8	9	10	11	9	10	11	12	13	14	15
15	16	17	18	19	20	21	12	13	14	15	16	17	18	16	17	18	19	20	21	22
22	23	24	25	26	27	28	19	20	21	22	23	24	25	23	24	25	26	27	28	29
29	30	31					26	27	28	29	30	31		30						
		00	СТОВ	ER					NO	VEM	BER					DE	CEM	BER		
S	M	Т	W	TH	F	S	S	M	Т	W	TH	F	S	S	M	Т	W	TH	F	S
																				1
	1	2	3	4	5	6					1	2	3	2	3	4	5	6	7	8
7	8	9	10	11	12	13	4	5	6	7	8	9	10	9	10	11	12	13	14	15
14	15	16	17	18	19	20	11	12	13	14	15	16	17	16	17	18	19	20	21	22
21	22	23	24	25	26	27	18	19	20	21	22	23	24	23	24	25	26	27	28	29
28	29	30	31				25	26	27	28	29	30		30	31	1	2	3	4	5

2018 CITY OF GREEN BAY

OVERFLOW TRASH AND BULK HOUSEHOLD ITEM COLLECTION ALL ITEMS MUST BE PLACED AT CURB BY 6:00 AM ON COLLECTION DAY

HOUSEHOLD TRASH OVERFLOW COLLECTION WEEKS

March 12-16, July 9-13, September 10-14, & December 24-29, 2018

During these weeks, you may place up to four (4) 32-gallon plastic bags of Household Trash next to your cart for free curbside.

PLASTIC BAGS ONLY - 4 MAXIMUM

BULK HOUSEHOLD ITEM COLLECTION WEEKS

March 12-16 & September 10-14, 2018

In addition to the above, during these weeks, you may also place next to your cart for free curbside collection up to 2 cubic yards maximum (6' x 3' x 3') of Bulky Household Items, including sofas, couches, loveseats, tables, chairs, desks, mattresses, box springs.

These items can also be brought year-round, free of charge, to the east and west side Municipal Garages' drop off facilities.

(Construction, remodeling, demolition trash, recycling and move out items are <u>NOT</u> accepted!)

March									
S	M	Т	W	Т	F	S			
				1	2	3			
4	5	6	7	8	9	10			
11	<mark>12</mark>	<mark>13</mark>	<mark>14</mark>	<mark>15</mark>	<mark>16</mark>	17			
18	19	20	21	22	23	24			
25	26	27	28	29	30	31			

July									
S	M	Т	W	Т	F	S			
1	2	3	4	5	6	7			
8	9	10	11	12	13	14			
15	16	17	18	19	20	21			
22	23	24	25	26	27	28			
29	30	31							

September										
S	S M T W T F									
						1				
2	3	4	5	6	7	8				
9	<mark>10</mark>	11	<mark>12</mark>	<mark>13</mark>	<mark>14</mark>	15				
16	17	18	19	20	21	22				
23	24	25	26	27	28	29				

December									
S	6 M T W T F								
						1			
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9	10	11	12	13	14	15			
16	17	18	19	20	21	22			
23	24	25	26	27	28	29			

































